



# TOWN OF ELLINGTON

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## ECONOMIC DEVELOPMENT COMMISSION MEETING MINUTES

SEPTEMBER 13, 2006

**PRESENT:** Laura Sherman, Tim Olmsted (arr. 7:04 pm), John Luginbuhl and Laurie Fiore

**ABSENT:** Lori Holden

### STAFF

**PRESENT:** Robert Phillips, Town Planner (arr. 7:04 pm) and Reanna Goodreau, Recording Secretary

### I. CALL TO ORDER:

Chairman Sherman called the Economic Development Commission meeting to order at 7:02 p.m.

### II. PUBLIC COMMENTS: NONE

**THE COMMISSION WENT OUT OF AGENDA ORDER.**

### IV. UNFINISHED BUSINESS:

#### 1. Signage for the Ellington Farmer's Market at Arbor Park

Reanna Goodreau reiterated her comments from last month's meeting where she had inventoried signs at Arbor Park and determined that the best option for permanent signage for the Farmers' Market was to remove the "Ellington Community Scholarship Committee" sign and replace it with a sign for the Farmers' Market. Ms. Goodreau stated that she had reviewed regulations and information she gathered with Lisa Houlihan, Zoning Enforcement Officer (ZEO) and Ms. Houlihan agreed that only a zoning permit would be required as long as the size of the new sign was no larger than the existing sign. Ms. Goodreau stated that she would relay the information to John Hoffman, member of the Farmers' Market Association, in order for him to move forward with the planning. Ms. Goodreau suggested that Mr. Hoffman submit a quote for the cost of the sign and then have the commission authorize the expenditure of funds for the sign construction.

#### 2. Medical Business Subcommittee—Update

Chairman Sherman stated that she had spoken with a representative from Johnson Memorial Hospital about the possibility of locating a medical facility in Ellington. Vice Chairman Olmsted stated that he had spoken with Dr. Decker, who has been approached by ECHN with an inquiry

about the possibility of locating a medical facility in Ellington. Chairman Sherman requested that staff gather pertinent data, such as the "Needs Assessment Study" conducted by UCONN for the Human Services Commission in order for it to be sent to representatives from both health facilities.

#### **THE COMMISSION RETURNED TO ORIGINAL AGENDA ORDER.**

#### **III. NEW BUSINESS:**

1. Discussion with Jeff Vose of the MetroHartford Alliance regarding services available to the Ellington Economic Development Commission

Jeff Vose stated that Ellington is a member of the MetroHartford Alliance and explained the dues system. Mr. Vose reviewed the services that the Alliance offers to municipalities, which includes a loan program for small businesses in member towns, business visitations, the Economic Development Data & Information (EDDI) program, the SiteFinder program, a regional economic development forum, education for public officials and the comprehensive economic development strategy. He also explained that the Alliance can be hired for additional services, such business plans.

The commission expressed their desire to be an effective commission and inquired what areas Mr. Vose thought they should focus on. Mr. Vose stated that a big issue for attracting businesses is the lengthy land use process. There was a discussion about the land use process. The commission thanked Mr. Vose for his information and time.

The EDC agreed that updating the Ellington's EDDI would be beneficial. The commission also agreed that they should re-visit the business survey and requested that it be added to next month's agenda. Commissioner Fiore asked if the commission had a mission statement. The members agreed that this would be a good idea and requested that it be added to next month's agenda.

2. Initiatives for the Economic Development Commission—Connecticut Economic Resource Center's SiteFinder program and MetroHartford Alliance's Economic Development Data & Information program

**THIS ITEM WAS ADDRESSED UNDER "DISCUSSION WITH JEFF VOSE OF THE METROHARTFORD ALLIANCE REGARDING SERVICES AVAILABLE TO THE ELLINGTON ECONOMIC DEVELOPMENT COMMISSION."**

#### **IV. UNFINISHED BUSINESS:**

3. Tax Abatement Policies/Procedures—Update

Reanna Goodreau reviewed the latest version of the Tax Abatement Policies & Procedures with the commission. She explained that she had received comments from the Town Attorney and incorporated his comments. Ms. Goodreau noted that she and the Town Planner had spoken with the Town Attorney and they all agreed that the Tax Abatement Review Committee (TARC) was not necessary and removing it would streamline the process. The commission discussed

the changes and agreed to remove the TARC and the requirement to file the agreement on the land records. Ms. Goodreau stated that the Town Attorney suggested that the Assessor define certain terms in the policy. She noted that she would coordinate with the Assessor. Ms. Goodreau stated that she would have a final draft for the October 11, 2006 meeting.

4. Review of the Economic Development Chapter of the Current Plan of Conservation & Development (POCD) & Zoning Regulations

The commission agreed that they should complete their mission statement before discussing this. Rob Phillips stated that the Planning & Zoning Commission workshop for the POCD was addressing this item and noted that the meeting is scheduled for September 19, 2006.

**TABLED TO THE OCTOBER 11, 2006 MEETING.**

**V. ADMINISTRATIVE BUSINESS:**

1. Approval of the August 9, 2006 Meeting Minutes

**MOVED (OLMSTED), SECONDED (LUGINBUHL) AND PASSED UNANIMOUSLY TO APPROVE THE AUGUST 9, 2006 MEETING MINUTES.**


2. Correspondence:
  - a. Memo to Planning & Zoning Commission from Robert Phillips, dated 8/23/06 (Zoning Regulation Revisions—Part 1)
  - b. CT Business, July/August 2006

**SO NOTED.**

**VI. ADJOURNMENT:**

**MOVED (SHERMAN), SECONDED (LUGINBUHL) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:59 PM.**

Respectfully submitted,



Reanna Goodreau  
Recording Secretary